BCA Vendor Conference

October 7, 2015

Agenda

- New BCA Superintendent
- MNJIS Structure & Future of MNJIS Products/Services
- Cloud Update
- Vendor Screening Process Update
- BCA 5050 Policy
- Purpose Codes for DL Access for CAD Users
- ASAP-IT & SITE Overview
- BCA InBox Web Service
- New Court Rules & eCharging Option
- Future of eCharging

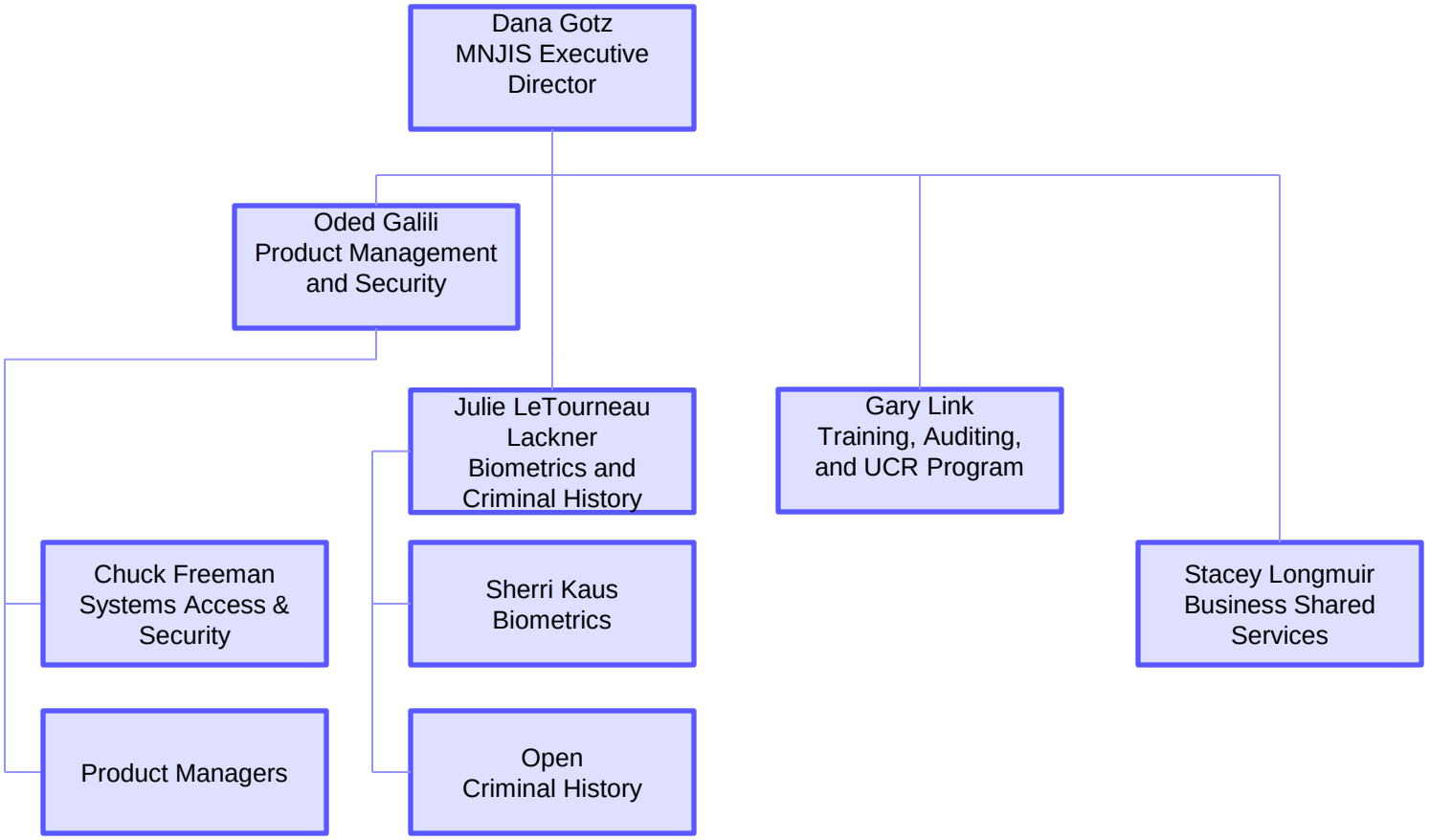
BCA Superintendent Drew Evans

MNJIS Organization and Product Profiles

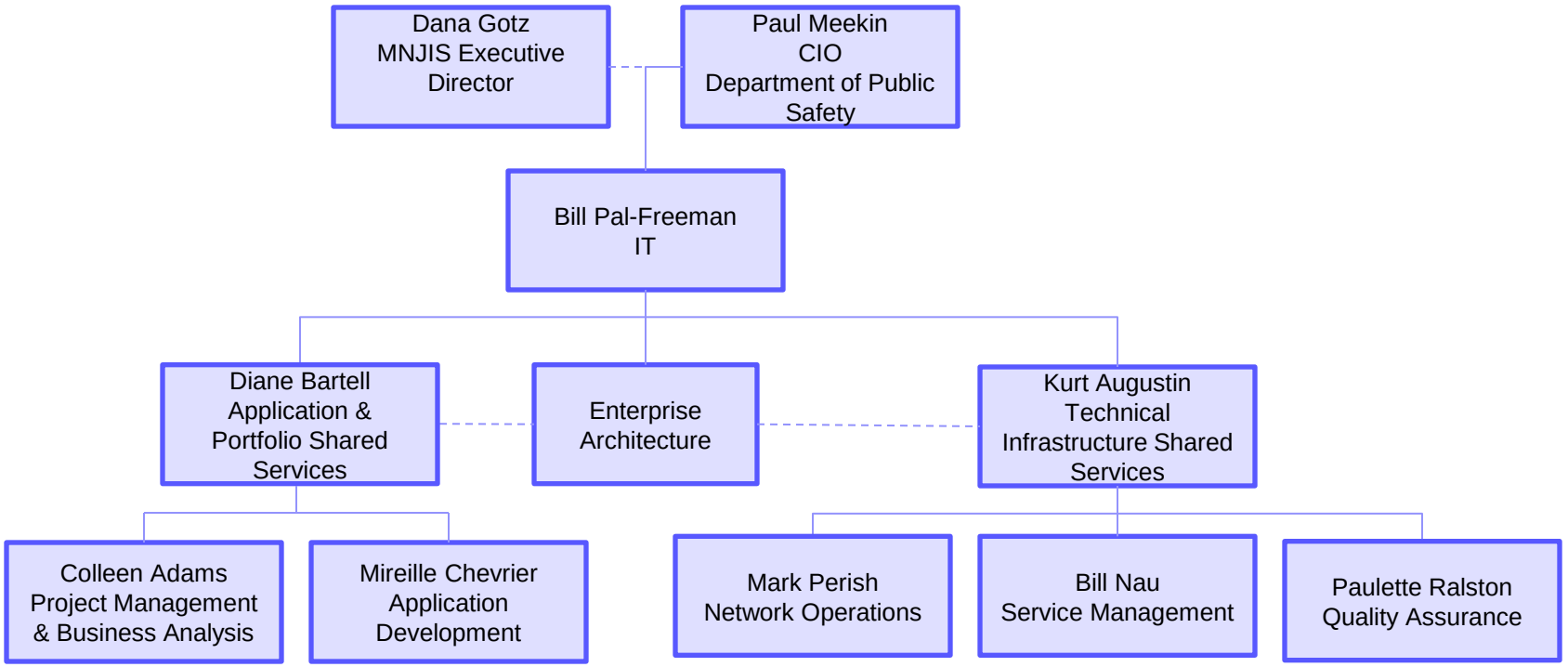
Bill Pal-Freeman

MNJIS Deputy Director

MNJIS Business Profile



MNJIS IT Profile



MNJIS Product Profile

Carla Duellman

- ❑ Biometrics
- ❑ Criminal History
- ❖ 19 Products

Gary Kalstabakken

- ❑ Analytics
- ❑ Criminal Justice Reporting
- ❑ Data Services
- ❖ 14 Products

Jeff Schwiesow

- ❑ Client Services
- ❑ LEMS/DVS
- ❑ LEMS Services
- ❖ 21 Products

Wade Setter

- ❑ Biometrics
- ❑ Client Services
- ❑ Data Services
- ❖ 8 Products

Kent Therkelsen

- ❑ eCharging
- ❖ 7 Products

Questions?

Cloud Computing Update

Oded Galili and Katie Engler

CJIS Security Policy

- Compliance required
- Information security
- Personnel screening

BCA Process

- Application
- Vetting for information security
- Contract
- Personnel screening

Current status

- No cloud provider is currently in compliance in Minnesota
- Several are in communication with BCA about achieving compliance

Questions?

Centralized Vendor & Employee Screening

Oded Galili & Katie Engler

BCA Central Repository

- Improve service to vendors & agencies
- BCA – centralized repository and clearinghouse
- Ensure vendors and employees meet FBI CJIS Security Policy requirements
  - Network security
  - Fingerprint background check and security awareness training

Benefits

- Vetting done once every five years – vendor & employees – for all agencies served
- Vendor done first
- One fee every five years for employees - $34.75
- Agencies verify vendor and employee clearance with BCA

Screening Process - 1

- Process – all vendors must complete
  - BCA initiates by sending company registration packet and directions
  - Company submits all required items from registration packet
  - All company data is treated as not public
  - BCA verifies compliance, completed contract, informs company

Screening Process - 2

- Employee registration packet sent to company with directions
- Company informed about employees cleared and not cleared
- Cleared employees told how to complete SAT & certification
- Employees recertify every two years – BCA will notify
- Company notified when five year renewal is due

Project Status

- Began July 2015
- Continue normal business operations
- Larger customer base & new vendors in MN first
- Large project – 100 vendors; patience please
- 23 vendors contacted
  - 2 completed, 21 in various stages of process
- Contact Information
  - BCACJISSATScreening@state.mn.us

Questions?

BCA Policy 5050

Katie Engler

Effective October 1, 2015

- Clarification of CJIS Security Policy compliance
- Software as a Service requirements
- Separate implementation of cloud computing solution for criminal justice information

Questions?

CAD Requirements for Driver's License Images

Jeff Schwiesow

Product Manager

Obtaining DL Images in CAD

- Feb 2014 – Require Purpose Code & Reason
  - DVS Access via MyBCA & Portals
  - Increase integrity of data use and provide user reference
- Require for CAD/mobile environment – last step
  - Purpose Code required
  - Reason required except for Traffic Investigation
  - Traffic Investigation will be default
- Deadline To Be Determined
  - Plan into enhancements
- BCA Can Accept Submissions Now

Questions?

Contracts Update

Maureen Janke

MNJIS Contracts Manager

Agenda

- Contracting within the State of MN
- Programs MNJIS uses most
- Things to think about to build your business
- Common problems
- Resources for digging in a little deeper

Contracting Options

- What needs to be done
- How long will the work/project last
- What is the general expected cost

Options (cont.)

- Can the work be done by:
  - Another governmental agency
  - Only one company
  - A variety of companies
- If the work is IT focused:
  - Contract will run through MN.IT Services
    - What program fits best

MN.IT Master Contract Programs

- ASAP-IT – Accelerated Staff Augmentation Program for IT
  - Program Term
    Aug. 1, 2013 – July 31, 2018
  - Eleven categories rather than eight
  - Limited to one year
  - ER up to $100,000
  - Or CFR required for over $100,000

- SITE – Seeking IT Expertise
  - Program Term
    April 16, 2014 – April 15, 2019
  - Can be used for work up to $2,000,000
  - 29 categories
  - Can be for more than one year if deliverables project
  - Open application

Vendors Must be Registered

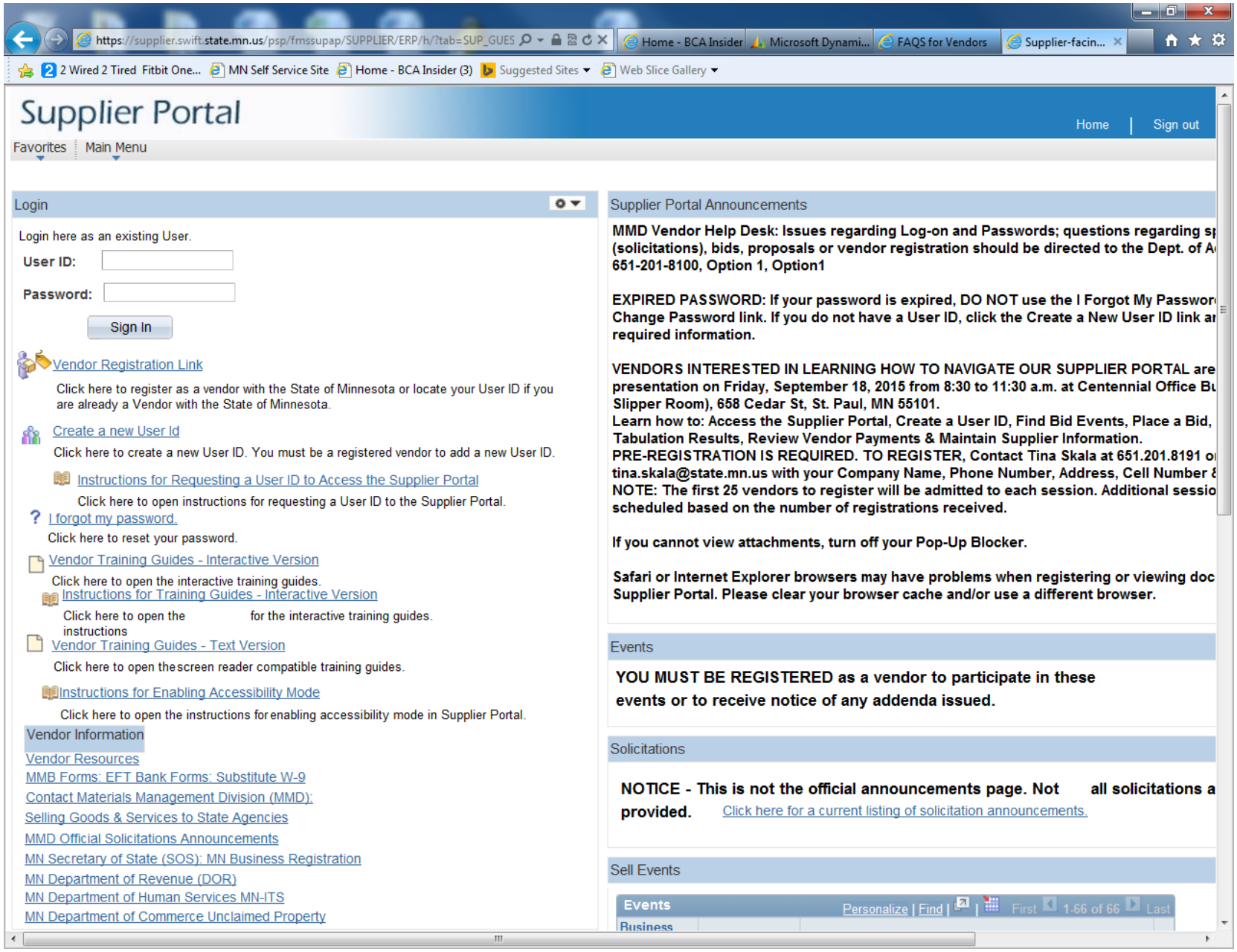
- Registration as a vendor can be made via the state's Supplier Portal. SWIFT
- https://supplier.swift.state.mn.us/psp/fmssupap/SUPPLIER/ERP/h/?tab=SUP_GUEST

Position Yourself

- Make certain your company is registered in SWIFT
- Small business if it applies
- Submit your affirmative action plan – verify it remains current
- Review your site categories
  - SITE RFP
  - **MNIT.SITE@state.mn.us**

Common Errors on Submissions

- Didn’t respond to all requirements
- Did not sign all documents properly
- Failed to read the solicitation
- Affirmative Action Certification expired
- Pricing exceeded maximum allowed
- Missed the deadline


https://supplier.swift.state.mn.us/psp/fmssupap/SUPPLIER/ERP/h/?tab=SUP_GUES
Home - BCA Insider
Microsoft Dynami...
FAQS for Vendors
Supplier-facin...
2 Wired 2 Tired Fitbit One...
MN Self Service Site
Home - BCA Insider (3)
Suggested Sites
Web Slice Gallery
Supplier Portal
Home
Sign out
Favorites
Main Menu
Login
Login here as an existing User.
User ID:
Password:
Sign In
Vendor Registration Link
Click here to register as a vendor with the State of Minnesota or locate your User ID if you are already a Vendor with the State of Minnesota.
Create a new User Id
Click here to create a new User ID. You must be a registered vendor to add a new User ID.
Instructions for Requesting a User ID to Access the Supplier Portal
Click here to open instructions for requesting a User ID to the Supplier Portal.
I forgot my password.
Click here to reset your password.
Vendor Training Guides - Interactive Version
Click here to open the interactive training guides.
Instructions for Training Guides - Interactive Version
Click here to open the instructions for the interactive training guides.
Vendor Training Guides - Text Version
Click here to open the screen reader compatible training guides.
Instructions for Enabling Accessibility Mode
Click here to open the instructions for enabling accessibility mode in Supplier Portal.
Vendor Information
Vendor Resources
MMB Forms: EFT Bank Forms: Substitute W-9
Contact Materials Management Division (MMD):
Selling Goods & Services to State Agencies
MMD Official Solicitations Announcements
MN Secretary of State (SOS): MN Business Registration
MN Department of Revenue (DOR)
MN Department of Human Services MN-ITS
MN Department of Commerce Unclaimed Property
Supplier Portal Announcements
MMD Vendor Help Desk: Issues regarding Log-on and Passwords; questions regarding sp
(solicitations), bids, proposals or vendor registration should be directed to the Dept. of A
651-201-8100, Option 1, Option1
EXPIRED PASSWORD: If your password is expired, DO NOT use the I Forgot My Passwor
Change Password link. If you do not have a User ID, click the Create a New User ID link ar
required information.
VENDORS INTERESTED IN LEARNING HOW TO NAVIGATE OUR SUPPLIER PORTAL are
presentation on Friday, September 18, 2015 from 8:30 to 11:30 a.m. at Centennial Office Bu
Slipper Room), 658 Cedar St, St. Paul, MN 55101.
Learn how to: Access the Supplier Portal, Create a User ID, Find Bid Events, Place a Bid,
Tabulation Results, Review Vendor Payments & Maintain Supplier Information.
PRE-REGISTRATION IS REQUIRED. TO REGISTER, Contact Tina Skala at 651.201.8191 o
tina.skala@state.mn.us with your Company Name, Phone Number, Address, Cell Number &
NOTE: The first 25 vendors to register will be admitted to each session. Additional sessio
scheduled based on the number of registrations received.
If you cannot view attachments, turn off your Pop-Up Blocker.
Safari or Internet Explorer browsers may have problems when registering or viewing doc
Supplier Portal. Please clear your browser cache and/or use a different browser.
Events
YOU MUST BE REGISTERED as a vendor to participate in these events or to receive notice of any addenda issued.
Solicitations
NOTICE - This is not the official announcements page. Not all solicitations a
provided. Click here for a current listing of solicitation announcements.
Sell Events
Events
Personalize | Find | First 1-66 of 66 Last
Business

Small Business Preferences

Targeted Groups (TG)

- Must be certified, eligible, and approved for the specific products and services
  - Up to 6% preference
- Economically Disadvantaged (ED)
  - Up to 6% preference
- Veteran Owned (VO)
  - Up to 6% preference

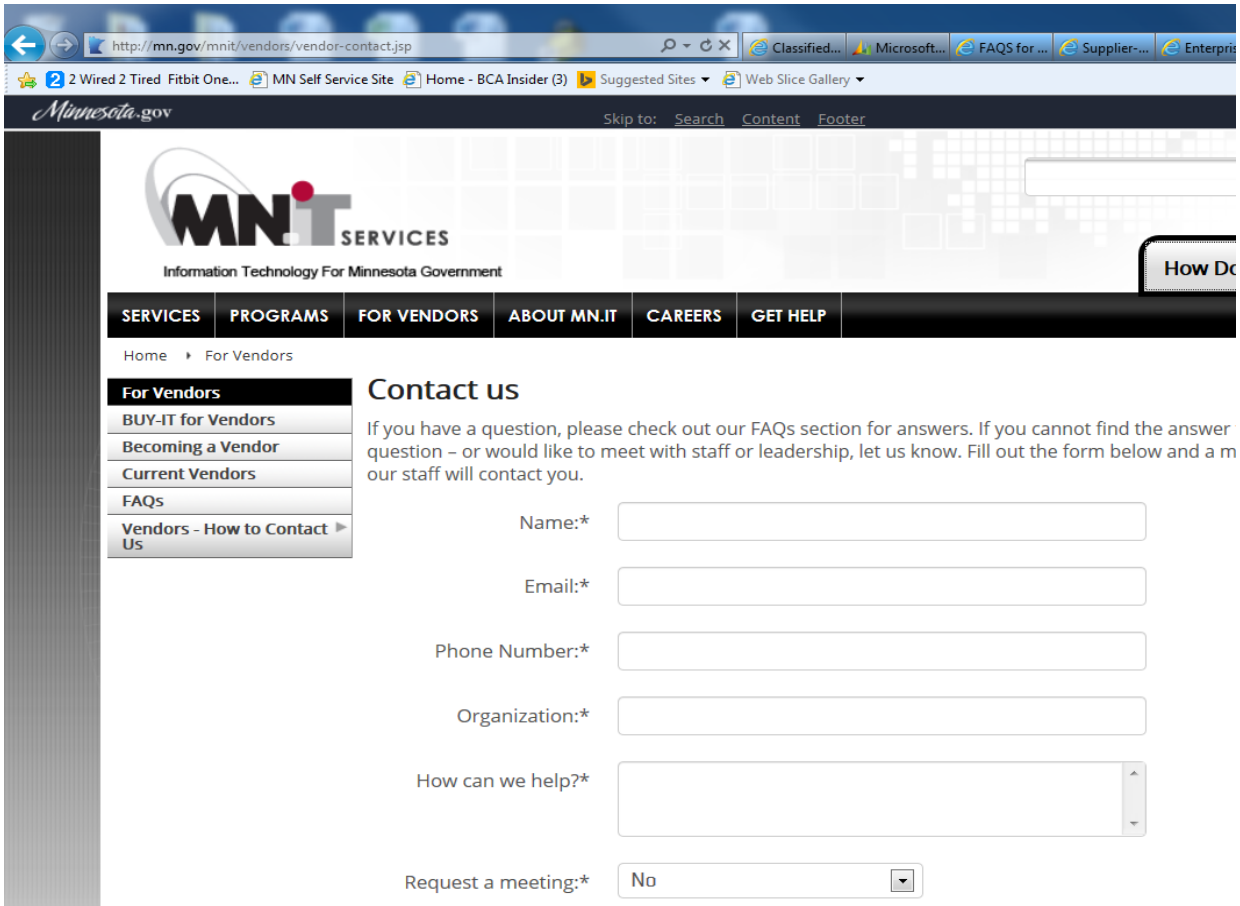
Small Business Program

Targeted Groups (TG)

- Small businesses owned, operated and controlled by the following groups:
- Minorities
  - (A) Asian (I) American Indian
  - (B) African American (E) Alaska Native
  - (H) Hispanic (D) Disabled (W) Women
  - Disabled (D)

Questions for these programs?

http://mn.gov/mnit/vendors/vendor-contact.jsp



Resources

- Contact the Department of Administration/Materials Management Division (MMD) to learn what is needed to obtain a state contract.
- Email: mmdhelp.line@state.mn.us
- Phone: (651) 296-2600

Resources (cont.)

- Contact the BUY.IT team to learn what products and services are now a part of the BUY.IT program and how to present new products or services for consideration.
- Email: vendors.BUY.IT@state.mn.us
- Phone: (651) 201-1188

Questions?

Thank you!

For More Information:

Maureen Janke

Maureen.janke@state.mn.us

bca.dps.mn.gov

Break

eCharging Update

October 7, 2015

Kent Therkelsen

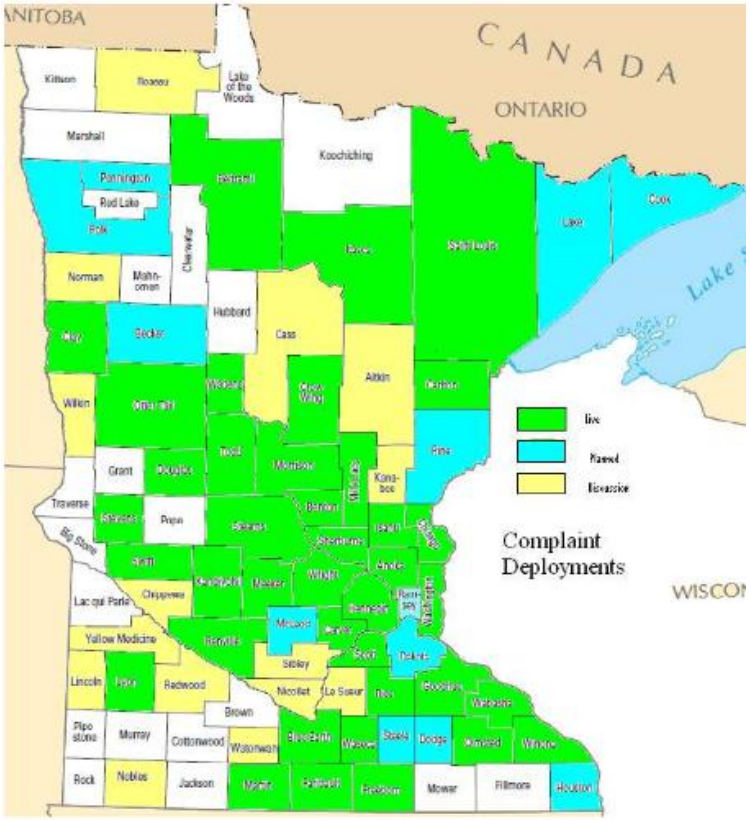
Product Manager

Agenda

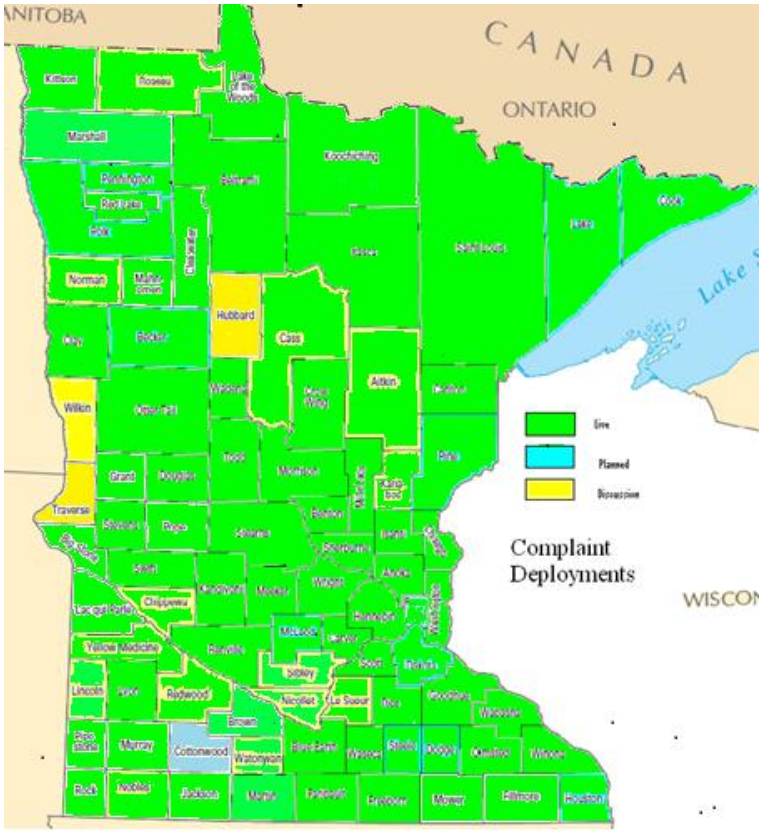
- eCharging deployment status
- BCA In-Box sunset
- Court rules impacting eCharging
- What's next

eCharging Deployment Status

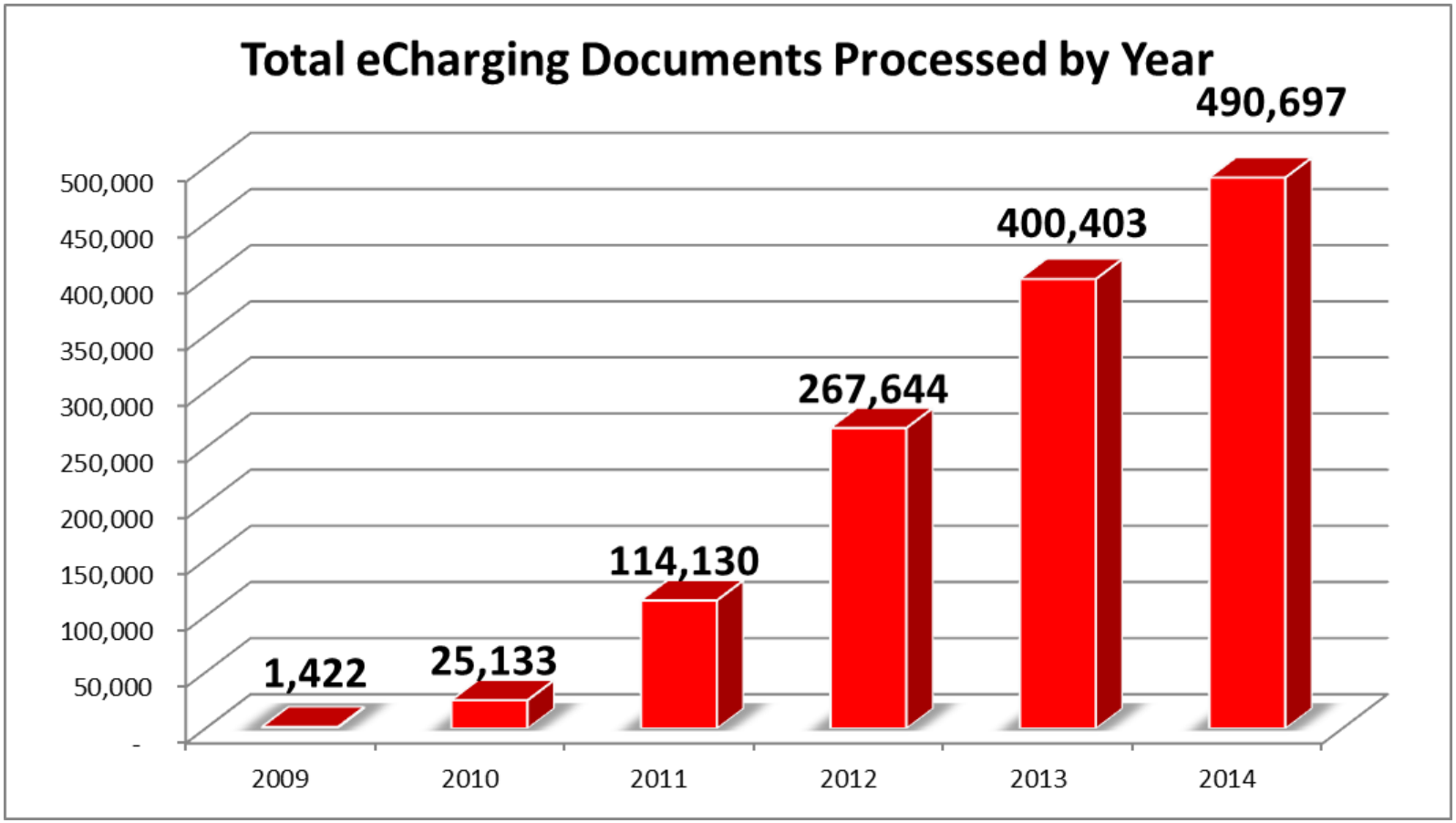
2012



2015



Growth of eCharging



In-Box Sunset

- March 1, 2016 – Can move anytime
- eCharging and CIBRS
- Submission header will require agency System ID and Password for each ORI
- Vendors may request credentials for all agencies in single request

Court Rule Changes

- Adopted in April 2015
  - Adult Criminal Complaints – July 1, 2016*
  - Adult Court Citations – July 1, 2016
  - Juvenile Charging Documents – When technology available
  - Electronic Search Warrants- When technology available
  - Law enforcement complaint signing changes

What's Next?

- DWI Processing Service
  - Phase I: RMS to eCharging
  - Phase II: eCharging to RMS
- Electronic Search Warrants
- Juvenile Charging Documents

Questions?

Thank you!

For More Information:

Kent Therkelsen

kent.therkelsen@state.mn.us

bca.dps.mn.gov

Questions?

Mark your calendars!

- Next BCA Vendor Conference

  Wednesday, April 13, 2016

  9 a.m. – 11:30 a.m.

  BCA – St. Paul

Thank you!

For More Information:

Jill.oliveira@state.mn.us

bca.dps.mn.gov